

**SELECT BOARD MEETING MINUTES  
NOVEMBER 16, 2020 AT 6:00PM  
VIRTUAL MEETING**

**CALL TO ORDER/OPENING**

Chairwoman Provencher called the meeting to order at 6:01pm. Chair Dianna Provencher, Vice-Chair Harry Brooks, Second Vice-Chair John Shocik, Selectman Rick Antanavica, Selectman Herb Duggan, Jr., Town Administrator David Genereux, Assistant Town Administrator Kristen Forsberg, and Assistant to the Town Administrator Bryan Milward were in attendance.

**1. SCHEDULED ITEMS**

**a. 6:00pm - Appointment – Student Liaison to the Select Board – Erin Arsenault**

A motion was made by Mr. Brooks and seconded by Mr. Shocik to appoint Erin Arsenault as a Student Liaison to the Select Board. Roll Call: 5:0:0

**b. 6:05pm - Special Education Fund Revised Request**

Cady Maynard presented a request to increase the FY21 spending from the Special Education Stabilization Account from \$123,000 to \$238,000. A motion was made by Mr. Shocik and seconded by Mr. Antanavica to approve the request. Roll Call: 5:0:0

**c. 6:10pm – Town Hall ADA Architectural Study Funding**

This item was passed over

**d. 6:15pm – Hillcrest Reuse Study Discussion**

David Genereux summarized the findings of the report on Hillcrest Country Club. The architect has determined that the existing building has reached the end of its useful life. The cost to renovate versus the cost to tear down and rebuild were nearly identical and both over \$2M. Mr. Genereux recommended tearing down the building and replacing it with a metal building. He will be researching the cost to do so and will report back to the Board.

**e. 6:45pm – Fire Station Retention Pond Discussion – VHB Contract Amendment**

Luke Boucher of VHB provided an overview of the proposed contract amendments for repairing the ponds at the Fire & EMS Headquarters. The proposed amendments would include additional existing conditions site surveys on Gleason Way and at 22 Warren Ave, designing the required off site improvements to Gleason Way, creating an easement plan and conceptual design for Gleason Way and delineating the Gleason Way wetland resource area. Jim Reinke expressed his desire to be involved in the engineering discussions for the project in order to represent the interests of the Sargent Lakes Association. David Genereux updated the Select Board on on easement discussions with neighboring residents which are underway. A motion was made by Mr. Shocik and seconded by Mr. Brooks to approve Contract Amendments #5 and #7. Roll Call 5:0:0

**2. PUBLIC COMMENT PERIOD**

No members of the public provided comment.

**3. RESIGNATIONS & APPOINTMENTS**

**a. Retirement – Fire Chief – Robert Wilson**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to accept the retirement of Fire Chief Robert Wilson and to send a letter of thanks. Roll Call: 5:0:0

**b. Resignation – Arts Council – Danielle Rieder**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to accept Danielle Rieder's resignation from the Arts Council and to send a letter of thanks. Roll Call: 5:0:0

**c. Appointment – Capital Improvement Planning Committee – Kurt Parliament**

**d. Appointment – Capital Improvement Planning Committee – Ashlyn Coyle**

A motion was made by Mr. Brooks and seconded by Mr. Antanavica to appoint Kurt Parliament and Ashlyn Coyle to the Capital Improvement Planning Committee. Roll Call: 5:0:0

**e. Appointment – Per Diem/On Call EMT-Basic – Jason Edson, Patrick Shea & Adriana Bennett**

A motion was made by Mr. Brooks and seconded by Mr. Shocik to appoint Jason Edson, Patrick Shea, and Adriana Bennett as Per Diem/On Call EMT-Basic's. Roll Call 5:0:0

**f. Appointment – Per Diem/On Call Paramedic - Caitlyn Kulalowski**

A motion was made by Mr. Brooks and seconded by Mr. Shocik to appoint Caitlyn Kulalowski as a Per Diem/On Call Paramedic. Roll Call 5:0:0

**g. Appointment – Arts Council – Kurt Parliament**

**h. Appointment – Arts Council Ex-Officio – Judy Ivel**

A motion was made by Mr. Brooks and seconded by Mr. Shocik to appoint Kurt Parliament and Judy Ivel to the Arts Council. Roll Call: 5:0:0

**4. OTHER BUSINESS**

**a. Special Town Meeting Discussion & Assign Reading of the Motions**

A motion was made by Mr. Brooks and seconded by Mr. Shocik to have Chairwoman Provencher read the motions for all warrant articles at the Special Town Meeting. Roll Call: 5:0:0

**b. Proclamation – Shop Leicester First**

Assistant Town Administrator Kristen Forsberg provided an explanation of the history and purpose of the Shop Leicester First proclamation. A motion was made by Mr. Brooks and seconded by Mr. Shocik to proclaim the month of December as "Shop Leicester First" month.. Roll Call: 5:0:0

**c. Special Municipal Employee Position Designations**

- Treasurer of the Oxford-Rochdale Sewer District (ORSD)
- Treasurer of the Hillcrest Sewer District (HSD)
- Treasurer of the Hillcrest Water District (HWD)
- Commissioner of the Leicester Water Supply District (LWSD)

This item was passed over.

**d. FY21 License Renewals**

- C. Siwek Auto – Class II License - 350 Marshall Street
- G&L Auto Sales – Class II License – 449 Main Street
- G&L Auto Sales – Outdoor Business License - 449 Main Street
- Blue Collar Vintage Salvage – Class II License – 468 Auburn Street
- Blue Collar Vintage Salvage – Class III License – 468 Auburn Street
- Davis Auto Repair – Motor Vehicle Repair – 1655 Main Street
- Worcester County Welding – Motor Vehicle Repair – 101 Huntoon Memorial Highway

- Route 9 Auto Group – Class II License – 1323 Main Street
- Leicester Country Club – Common Victualler – 1430 Main Street
- Leicester Country Club – General Entertainment – 1430 Main Street
- Leicester Country Club – Sunday Entertainment – 1430 Main Street
- Brookside Liquors – Package Store All Alcohol - 875 Pleasant Street
- Crossroads Market – Common Victualler – 1060 Main Street

A motion was made by Mr. Antanavica and seconded by Mr. Brooks to approve all the licenses as listed on the agenda for renewal. Roll Call: 5:0:0

**e. Discussion of Town Buildings Reopening for Daily Business and Night Meetings**

Town Administrator David Genereux provided an update on the increasing number of COVID-19 cases in Leicester and issued his recommendation that Town buildings maintain their existing operations until a vaccine becomes readily available. A motion was made by Mr. Brooks and seconded by Mr. Antanavica to revisit the issue after the New Year. Roll Call: 5:0:0

**5. REPORTS & ANNOUNCEMENTS**

**a. Student Liaison Reports**

Student Liaison Jacob Stolberg updated the Select Board on recent activities with the Leicester public schools.

**b. Town Administrator Report**

Town Administrator David Genereux referred the Select Board to his written report in the packet. Assistant Town Administrator Kristen Forsberg provided an update on grants.

**c. Select Board Reports**

Select Board members discussed recent meetings of the Cherry Valley/Rochdale Water/Sewer District, Moose Hill Water Commission, Fire/EMS Study Committee, and thanked the Town's election workers for their hard work.

**6. MINUTES**

**a. November 2, 2020**

A motion was made by Mr. Brooks and seconded by Mr. Shocik to approve the minutes of the November 2<sup>nd</sup>, 2020 meeting. Roll Call: 5:0:0

A motion to adjourn was made by Mr. Shocik and seconded by Mr. Antanavica at 7:31pm. Roll Call 5:0:0